

*Please provide the following information, and submit to the NOAA DM Plan Repository.*

**Reference to Master DM Plan (if applicable)**

*As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.*

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

**1. General Description of Data to be Managed****1.1. Name of the Data, data collection Project, or data-producing Program:**

Marine Mammal Authorization Program

**1.2. Summary description of the data:**

The Marine Mammal Authorization Program (MMAP) allows commercial fishers to lawfully "incidentally take" a marine mammal in a commercial fishery. The person must complete an online mortality/ injury reporting electronic form within 48 hours of the end of a fishing trip in which the mortality or serious injury occurred, or, for non-vessel fisheries, within 48 hours of the occurrence.

**1.3. Is this a one-time data collection, or an ongoing series of measurements?**

Ongoing series of measurements

**1.4. Actual or planned temporal coverage of the data:**

2004 to Present

**1.5. Actual or planned geographic coverage of the data:**

W: -84, E: -63, N: 48, S: 24

East Coast (Maine to Florida)

W: -99, E: -81, N: 30, S: 24

Gulf of Mexico

W: -130, E: -114, N: 49, S: 32

West Coast (Washington to California)

W: -180, E: -141, N: 73, S: 52

Alaska

W: -162, E: -152, N: 23, S: 17

Hawaii

**1.6. Type(s) of data:**

*(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)*

Document (digital)

**1.7. Data collection method(s):**

*(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)*

Instrument: Not Applicable

Platform: Not Applicable

Physical Collection / Fishing Gear: Not Applicable

**1.8. If data are from a NOAA Observing System of Record, indicate name of system:****1.8.1. If data are from another observing system, please specify:****2. Point of Contact for this Data Management Plan (author or maintainer)****2.1. Name:**

Lisa C White

**2.2. Title:**

Metadata Contact

**2.3. Affiliation or facility:**

NMFS Office Of Protected Resources

**2.4. E-mail address:**

[lisa.white@noaa.gov](mailto:lisa.white@noaa.gov)

**2.5. Phone number:**

301-427-8494

**3. Responsible Party for Data Management**

*Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.*

**3.1. Name:**

Lisa C White

**3.2. Title:**

Data Steward

**4. Resources**

*Programs must identify resources within their own budget for managing the data they produce.*

**4.1. Have resources for management of these data been identified?**

Yes

**4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):**

Unknown

## 5. Data Lineage and Quality

*NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.*

### 5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible

*(describe or provide URL of description):*

Lineage Statement:

All commercial fisheries, as required under the Marine Mammal Protection Act (MMPA), must be categorized based on the relative frequency of incidental mortalities and serious injuries of marine mammals in the fishery: Current List » Final 2015 List of Fisheries, effective January 28, 2015 (79 FR 77919) Category I designates fisheries with frequent mortalities and serious injuries incidental to commercial fishing; Category II designates fisheries with occasional mortalities and serious injuries; Category III designates fisheries with a remote likelihood or no known mortalities or serious injuries.

To obtain a marine mammal authorization certificate visit website: <http://www.nmfs.noaa.gov/pr/interactions/mmap/>

**5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:**

### 5.2. Quality control procedures employed (describe or provide URL of description):

Applicants requesting a marine mammal authorization certificate must submit a MMAP registration/renewal form. Additional review and analyses occurs after submission for more information visit Marine Mammal Authorization Program (MMAP) public website.

## 6. Data Documentation

*The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.*

### 6.1. Does metadata comply with EDMC Data Documentation directive?

Yes

#### 6.1.1. If metadata are non-existent or non-compliant, please explain:

### 6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

#### 6.2.1. If service is needed for metadata hosting, please indicate:

### 6.3. URL of metadata folder or data catalog, if known:

<https://inport.nmfs.noaa.gov/inport/item/29572>

#### **6.4. Process for producing and maintaining metadata**

*(describe or provide URL of description):*

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: <https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.pdf>

### **7. Data Access**

*NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.*

#### **7.1. Do these data comply with the Data Access directive?**

No

##### **7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?**

No

##### **7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:**

The data collected for marine mammal authorization program contains information protected by the Marine Mammal Protection Act policies, guidance and regulations.

#### **7.2. Name of organization of facility providing data access:**

NMFS Office Of Protected Resources

##### **7.2.1. If data hosting service is needed, please indicate:**

Not Applicable

##### **7.2.2. URL of data access service, if known:**

<http://www.nmfs.noaa.gov/pr/interactions/mmap/>

#### **7.3. Data access methods or services offered:**

Information describing how the marine mammal authorization program obtains and distribute access to their data is available at OPR public: <http://www.nmfs.noaa.gov/pr/interactions/mmap/>

#### **7.4. Approximate delay between data collection and dissemination:**

48 hours

##### **7.4.1. If delay is longer than latency of automated processing, indicate under what**

**authority data access is delayed:**

Not Applicable

**8. Data Preservation and Protection**

*The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.*

**8.1. Actual or planned long-term data archive location:**

*(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)*

To Be Determined

**8.1.1. If World Data Center or Other, specify:****8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:**

We house copies of the completed electronic MMAP registration/renewal form on an internal server maintained by NOAA NMFS CIO. The NMFS OCIO is responsible for data storage and archive on their networks according to NOAA OCIO policies & procedures. However, if data is not being accessed, OPR will determine if archive of data at another site is required.

**8.2. Data storage facility prior to being sent to an archive facility (if any):**

NMFS Office Of Protected Resources - Silver Springs, MD

**8.3. Approximate delay between data collection and submission to an archive facility:**

Not Applicable

**8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?**

*Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection*

We house copies of the of the completed electronic MMAP registration/renewal form on an internal server maintained by NOAA NMFS CIO. The NMFS OCIO is responsible for the IT security and contingency plan for data stored on their networks. The NOAA NMFS OCIO establishes procedures and policies required for the recovery and restoration of data destroyed or loss.

**9. Additional Line Office or Staff Office Questions**

*Line and Staff Offices may extend this template by inserting additional questions in this section.*